

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 22
FEBRUARY 4, 2015– WORK SESSIONS**

**Budget Director/GSA
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, February 4, 2015, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Richard Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director, Don Mason

Others Present: Larry VanHorn, Tom Cahill, Pat Powell

Record @ 00:05

Subject/Description: District Court Security Screening Checkpoint Installation

Attachments: Memo dated 1/26/15 from Don Mason to BOCC

Action Requested: Approval of equipment purchase installation & training of security screening equipment through US Testing Equipment, LTD; Quote: \$28,802.50; Waiver of competitive bidding; amended contract between Island County and Olympic Security Services, Inc.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Subject/Description: Conservation Futures Program Review (cont from 1/21/15)

Attachments: yes

Information/Discussion: The Board continued their review of the Conservation Futures Program focusing on establishing annual funding priorities and evaluation criteria.

Commissioner Johnson proposed several additional categories she would like to see added to the evaluation criteria.

After a lengthy discussion a majority of the Board agreed to incorporate three new goals into the scoring criteria.

- Enhances public access to existing protected areas
- Addresses the need to protect areas of long-term rural significance located in or adjacent to UGA or JPA
- Cost benefit analysis - jointly protects economic and environmental resources

Follow up: Continue discussion to February 18 work session.

**WSU / Extension Services
Summary Minutes**

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, February 4, 2015, at 10:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Richard Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 23
FEBRUARY 4, 2015– WORK SESSIONS**

Staff Present: Tim Lawrence, Director

Others Present: Elaine Marlow, Budget Director

Record @ 01:06:35

Subject/Description: Cooperative Agreement Washington State Parks and Recreation Commission and Washington State University and Island County

Attachment: Cooperative Agreement

Action Requested: Approval of Cooperative Agreement to provide space for Extension programs to continue operating out of the Admiralty Head Lighthouse.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Subject/Description: Focus Group interviews

Attachment: none

Discussion: Tim will be meeting with Brad Johnson and Dave Wechner to discuss the focus group interviews. He received names from each Commissioner and will provide a final list back to the Board for action. The Board determined that the participants should be Island County residents.

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, February 4, 2015, at 10:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Richard Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Bill Oakes, Director, Pete Seybert

Others Present: Elaine Marlow, Budget Director

Record @ 01:13:15

Add-On

Subject/Description: Public hearing for speed limit changes

Attachment: none

Action Requested: Direction from the Board on whether to hold the public hearings in each geographical area of the county.

Camano Island

- Juniper Beach Road – Smith Road to SR 532- Reduce from 50 mph to 45 mph from SR 532 to a point ½ mile west of Smith Road

Coupeville/South Whidbey

- Engle Rd – Coupeville Town Limits to Fort Casey Rd – decrease a portion from 50 mph to 35 mph

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 24
FEBRUARY 4, 2015– WORK SESSIONS**

- Terry Rd – Coupeville Town Limits to .5 mi east – decrease a portion from 35 mph to 25 mph
- Smuggler’s Cove Rd – SR 525 to Lagoon Point Rd – increase a portion from 40 mph to 50 mph
- French Road – Maxwellton Road to Cultus Bay Road – remain 50 mph with a buffer speed of 45 mph from east of Bailey to the intersection of Maxwellton
- Bayview Road – SR 525 to Ewing Road – increase from 35 mph to 40 mph
- Langley Road – near Waterman’s Mill – increase from 35 mph to 50 mph
- Fox Spit Road – entire length of wide chip sealed/stripped road – remain 35 mph – remainder of the narrow chip sealed and gravel road reflect the correct speed of 20 mph

Follow up: Commissioner Price Johnson would like to do some public outreach prior to making a decision.

Roads

Subject/Description: Reservation Rd/Crescent Dr. Intersection Improvement Project

Attachment: Memorandum; Map

Action Requested: Approval to move forward with design, engineering, environmental permitting, right-of-way and reconstruction. Conceptual design includes two T-intersections constructed to guide traffic onto Reservation and Polnell Roads from the minor roads (Crescent drive, Old Polnell Road, and Duncan Road) access points to the arterials closed.

Follow up: Okay with full Board to include in 6-Year TIP to move forward as an Intersection Alignment improvement project.

Subject/Description: WSDOT Dugualla Bay Mitigation Site

Attachment: Memorandum

Action Requested: Bill Oakes briefed the Board on WSDOT’s Dugualla Bay Mitigation Site project which will involve modifications and temporary closure of Dike Road.

Follow Up: Okay with full Board.

Subject/Description: SR 20, Morris Road to Jacobs Road – Safety Improvements Construction Agreement #020ISL09/Turnback Agreement (cont. from 1/21/15)

Attachment: Memorandum

Action Requested: Project includes construction of a two-way left turn lane that will serve the two entrances at the Island County Solid Waste Complex, realign Parker Road to intersect with Morris Road, widen shoulders to four feet on SR 20 and close the current access points at SR 20 for both Parker and Smith Prairie Roads.

Follow Up: Okay with full Board.

Surface Water

Subject/Description: Engineer I upgrade to Engineer II

Attachment: Memorandum

Action Requested: Approval to upgrade the vacant Engineer I position to an Engineer II and re-advertise the position in order to draw more experienced and qualified applicants.

Follow Up: Okay with full Board.

Subject/Description: Letter of Intent – SRFB Funding 2016 Prioritization Assessment Geographic Area 2

Attachment: Memorandum

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 25
FEBRUARY 4, 2015– WORK SESSIONS**

Action Requested: Approval to submit a letter of intent to seek funding through the Salmon Recovery Funding Board (SRFB) to continue the Island County Culvert Prioritization Assessment project in 2016-2017.

Follow Up: Okay with full Board.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, February 4, 2015 at 10:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Richard Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Larry VanHorn, Bill Oakes, Dave Wechner

Record @ 01:40:50

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Public Works

- Solid Waste Attendant 1 – Camano, Replacement, R-6, #006/15
- Solid Waste Attendant 1 – Camano, Replacement, R-6, .6 FTE, #014/14
Commissioner Johnson moved to approve Job Requisitions #006/15 & 014/14. The motion was seconded by Commissioner Hannold and carried unanimously.

Sheriff

- Deputy Sheriff, Replacement, GD-10, Steep 1-3, #012/15
Commissioner Johnson moved to approve Job Requisitions #012/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Auditor

- DOL/Recording Deputy, Replacement, C-9, #013/15
Commissioner Johnson moved to approve Job Requisition # 013/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Planning/Community Development

- Long Range Planner, Replacement, C-10/11/12, DOQ #011/15
Commissioner Johnson moved to approve Job Requisition #011/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Facilities

- Maintenance Tech 1, Replacement, C-8, #009/15
Commissioner Johnson moved to approve Job Requisition #009/15. The motion was seconded by Commissioner Hannold and carried unanimously.
- Night Custodian, Replacement, C-6, #008/15

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 26
FEBRUARY 4, 2015– WORK SESSIONS**

Commissioner Johnson moved to approve Job Requisition #008/15. The motion was seconded by Commissioner Hannold and carried unanimously.

- Night Custodian, New Position, .5 FTE, C-6 #007/15
Commissioner Hannold moved to approve Job Requisition #007/15. The motion was seconded by Commissioner Johnson and carried unanimously.

Human Services

- Veteran Services Coordinator, Replacement, .8 FTE, C-11 #015/15
Commissioner Johnson moved to approve Job Requisition # 015/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Superior Court

- Superior/Juvenile Court Administrator, Replacement, NR 29 #016/15
Commissioner Johnson moved to approve Job Requisition #016/15. The motion was seconded by Commissioner Hannold and carried unanimously.

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, February 4, 2015, at 11:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair** **Staff: Pam Dill**
 Richard Hannold, Member
 Jill Johnson, Member

Staff Present: **Jackie Henderson, Director**

Others Present: **Elaine Marlow, Budget Director**

Record @ 01:56:25

Subject/Description: Request for Exemption from the Competitive Solicitation process

Attachment: yes

Action Requested: Approval of request for exemption from the competitive Solicitation Procurement Procedure for the 2015 contract for Senior Services of Island County.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, February 4, 2015, at 11:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair – Excused** **Staff: Pam Dill**
 Richard Hannold, Member
 Jill Johnson, Member

Staff Present: **Keith Higman, Director, Jill Wood**

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 27
FEBRUARY 4, 2015– WORK SESSIONS**

Others Present: Elaine Marlow, Budget Director

Record @ 02:05:00

Administration

Subject/Description: 2015 Chevrolet Captiva vehicle purchase

Attachment: PO # 10069

Action Requested: Approval of PO # 10069; 2015 Chevrolet Captiva; Bud Clary Chevrolet ; \$24,313.35 (incl WSST).

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Commissioner Price Johnson left the meeting to attend a WSAC Board of Directors Meeting in Olympia.

Subject/Description: Appeal of Denial of Well Site Waiver Request

Attachment: ICC 8.01.120

Information: Board of Health will be acting in a quasi-judicial role to take action on the appeal at the 2/17/15 Board of Health meeting. Any questions regarding the appeal should be directed to Dan Mitchell, Prosecuting Attorney.

Add-on

Subject/Description: South Whidbey Parks and Recreation District Sub-Lease Agreement

Attachment: yes

Action Requested: South Whidbey Parks and Recreation is requesting an adjustment to the flat rental rate as a result of the new space allocation to \$115.00 per month; an increase of \$15.00/month.

Follow up: Okay with Board to move a one year lease agreement forward to a consent agenda.

Environmental Health

Subject/Description: Contract with WA State Department of Ecology and Island County

Attachment: Contract No. K1403

Action Requested: Approval of contract with WA State Department of Ecology and Island County – On-Site Financial Assistance Loan Program; contract extension only to June 30, 2016.

Follow up: Okay with Board to move forward to a Tuesday agenda.

Record @ 2:31:06

Community & Family Health

Subject/Description: Contract with WA State Health Care Authority and Island County

Attachment: Contract #K1403

Action Requested: Approval of contract between WA State Health Care Authority and Island County for Medicaid Administrative Claiming; Fee for Service.

Follow up: Okay with Board to move forward to a Tuesday agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 28
FEBRUARY 4, 2015– WORK SESSIONS**

**Department of Natural Resources
Summary Minutes**

Work Session was held between the County Commissioners and the Department of Natural Resources on February 4, 2015 at 11:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair**
 Richard Hannold, Member
 Jill Johnson, Member

Staff: Pam Dill

Staff Present: **Keith Higman, Director,**

Others Present: Elaine Marlow, Budget Director

Record @ 02:28:40

Subject/Description: Contract with Northwest Straits Marine Conservation Foundation

Attachment: NWSF Agreement # 2015-04-ISLAND

Action Requested: Approval of agreement between Northwest Straits Marine Conservation Foundation and Island County for Shoreline Armoring Reduction Project; Term: 1/26/15-9/30/16; Amount: not to exceed \$4,000.00.

Follow up: Okay with Board to move forward to a Tuesday agenda.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Richard M. Hannold, Member

Jill Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board